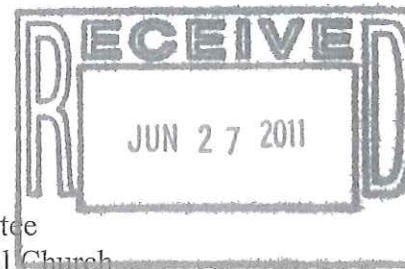


6/24/2011

cc Council  
Kerth  
John D'

AGENDA  
ITEM # 4A



Melvin Barlow, Chairman  
Building & Grounds Committee  
East Hampton Congregational Church

John Weichsel, Town Manager  
East Hampton Town Hall  
20 West High St.  
East Hampton, CT 06424

Subject: EH Congregational Church Parking Lot

Sir,

Per our telephone conversation on Monday, May 23, 2011, this letter is to address the issue of our privately owned parking lot being used year round by Center School and other town citizens but being maintained – especially snow removal- solely by the church. Our church cannot continue to accept responsibility for the winter work and is seeking a fair solution with the town.

As instructed by Center School administration, our parking lot has been the drop off and pick up point for parents in the morning and in the afternoon. This process is a safety measure to segregate children from the school buses. Every school day as many as 15 Center School employees park here as well as parent helpers. When year round after-school sports activities are held at Center School, our parking lot is filled.

The parking has also been used by townspeople using the post office and other nearby business locations for many years. A few postal employees park in the lot while at work. The parking lot is also utilized by other East Hampton organizations with the church's permission. These include art classes, AA meetings, Boy Scouts and Cub Scouts.

Our church committees meet occasionally during the week but our major use is for our Sunday morning church service.

This shared use of our parking lot contributes to a cohesive relationship between the Congregational Church and the town, which our church wishes to maintain.

During the winter snows, the church has in the past plowed this lot completely including the steps up to Center School Monday through Saturday to allow continued use by Center School and other town citizens. The cost for the removal has been paid by the church completely. This winter was especially demanding, as we all remember. The cost for this snow removal would have been \$15,000, if not for donated services by church members and others. In past years it has averaged less than that.

6/24/2011

We have allowed a precedent to be set which we can no longer afford to continue. Our church could save considerably if we closed off the lot during the week year round and, in winter, only paid to clear the lot completely in time for our Sunday morning service.

We are requesting that the town consider accepting responsibility for keeping this lot open for Center School and all town citizens' use during the winter. It seems a fair request as our congregation has little use for the parking lot compared to Center School and other townsfolk.

We understand that this request may require discussion and are willing to meet with the appropriate town representatives to iron out issues.

I look forward to hearing from you.

Respectfully,

A handwritten signature in cursive script, reading "Melvin C. Barlow". The signature is written in dark ink and is positioned above a horizontal line.

Melvin Barlow

**Town of East Hampton  
General Fund Balance Policy  
Updated for GASB 54 Fund Balance Reporting and Governmental Fund Type Definitions  
Adopted by the Board of Finance on 7-18-2011**

**PURPOSE**

To outline the policies and procedures adopted by the Board of Finance regarding provisions for identifying and classifying fund balances in accordance with Government Accounting Standards Board Statement 54.

**BACKGROUND**

Government entities should maintain a prudent level of financial resources to protect against reducing service levels or incurring debt because of temporary revenue shortfalls or unpredicted one-time expenditures. To this end, the Board of Finance adopted a *Fund Balance Policy* on June 20, 2005.

Prior to the adoption of GASB 54 the fund balance is divided into three basic classifications for accounting and tracking purposes: designations, reserves and unreserved/undesignated. The unreserved/undesignated fund balance is the official title for what has previously been described as "fund balance" in the Town's financial reports and discussions. Reserves are legally restricted funds established for a future specific use and are not available for general appropriation. Designations have been set-aside by the Town Council for a specific purpose.

A positive fund balance serves three important functions:

1. Eliminates the need for short term borrowing to handle cash flow between the start of the fiscal year and receipt of revenue from taxes;
2. Can be periodically used to lower taxes to smooth out major fluctuations in the property tax rates;
3. Serves as a contingency fund that enables the Town to respond to unanticipated emergencies or opportunities.

Credit rating agencies determine the adequacy of the unreserved fund balance using a complex series of financial evaluations. The size of the fund balance is an important, but not the only consideration in the Town's rating. Other important factors are the reliability of a government's revenue sources, economic conditions, community wealth factors, cash position, debt ratios, management performance, and fiscal decisions made by the legislative body.

The Government Accounting Standards Board (GASB) issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, to become effective for financial statements with periods beginning after June 15, 2010 (Statement 54). Statement 54 is designed to improve financial reporting consistency among governmental entities. Basically, a hierarchy has been established clarifying the constraints that govern how a government entity can use amounts reported as fund balance. Statement 54 establishes the following five new fund balance classifications: Non-spendable, Restricted, Committed, Assigned, and Unassigned. The new fund balance classifications from most restrictive to no restrictions are as follows:



## **FUND BALANCE DEFINITIONS**

- **Fund Balance** is the difference between the Town's current assets (cash, short-term investments, receivables) expected to be available to finance operations in the immediate future and its current liabilities.
- **Fund balance** is initially characterized as being restricted and unrestricted. **Unrestricted Fund Balance** is calculated as follows:

|       |                                       |
|-------|---------------------------------------|
|       | <b>Total Fund Balance</b>             |
| Less: | <b>Nonspendable fund balance</b>      |
| Less: | <b><u>Restricted fund balance</u></b> |
|       | <b>Unrestricted Fund Balance</b>      |

## **RESTRICTED FUND BALANCE CATEGORIES**

- **Nonspendable fund balance**— Amounts that cannot be spent because they are (a) not in spendable form (such as inventory, prepaid items, long term portions of notes receivables), or (b) legally or contractually required to be maintained intact (such as the corpus of an endowment fund).
- **Restricted fund balance**— Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation and includes a legally enforceable requirement that the resources be used for a particular purpose specified in the legislation.

## **UNRESTRICTED FUND BALANCE CATEGORIES**

- **Committed fund balance**— Amounts constrained to specific purposes by the Town itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purposes unless the government takes the same highest-level action to remove or change the constraint.

The decision making authority for purposes of this policy can be any one of the following:

| <b>Decision making authority</b> | <b>Formal Action To Be Taken</b>  |
|----------------------------------|-----------------------------------|
| <b>Town Council</b>              | <b>Adoption of Resolution</b>     |
| <b>Electors</b>                  | <b>Town Meeting or Referendum</b> |

Amounts cannot be used for any other purpose unless the constraint is changed in a similar manner.

- **Assigned fund balance**— Amounts the Town intends to use for a specific purpose; intent can be expressed by the Town or by an official or body to which the Town delegates the authority. Appropriations of existing fund balances to future budgets are considered assigned fund balance. The Town shall not report an assignment that will result in a deficit in Unassigned fund balance.

Negative fund balances cannot be considered assigned. The expression of intent does not have to be made prior to year end.

The body authorized to assign amounts to a specific purposes for purposes of this policy is the Town Manager and Finance Director.

- **Unassigned fund balance** – Amounts that are available for any purpose; these amounts are reported only in the general fund. In other governmental funds, if expenditures incurred exceeded the amounts restricted, committed or assigned it may be necessary to report a negative unassigned fund balance.

#### **GOVERNMENTAL FUND TYPE DEFINITIONS**

- **General Fund** – all funds not reported in another fund
- **Special Revenue Funds** – Used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt and capital projects. *Restricted or committed revenues is the foundation for a special revenue fund.*
- **Capital Project Funds** – Used to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.
- **Debt Service Funds** – Used to account for and report financial resources that are restricted, committed or assigned to expenditures for principal and interest, including resources being accumulated for principal and interest maturing in future years.
- **Permanent Funds** – Used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs – that is for the benefit of the government or its citizenry. Permanent funds do NOT include private purpose trust funds.

#### **TOWN SPENDING PRIORITIZATION POLICY:**

The Town formally establishes and adopts the "default" spending policy, spending resources in the following manner when available: restricted, committed, assigned, and unassigned. The default policy is meant to prioritize the flow of resources from most restrictive to least restrictive for normal business activities.

#### **ASSIGNMENT DESIGNATION BY THE BOARD OF FINANCE:**

The Board of Finance authorizes the Town Manager and the Director of Finance to express assignments on behalf of the town to document the Town's intent to use available resources for specific purposes. The applicable assignments do not require formal Town approval. A change in assignment will be reported to the Board of Finance at their next regularly scheduled meeting.

## GUIDELINES

*The appropriate level of unrestricted fund balance to be maintained in the general fund.*

The Town strives to maintain an unrestricted general fund balance of not less than **eight (8)** percent nor more than **ten (10)** percent of current year budgeted general fund operating expenditures.

### Surplus:

If it is determined there is a surplus (an amount in excess of the upper limit of the unrestricted fund balance range) a recommendation by the Board of Finance may be made to the Town Council that the excess be used for the following purposes:

- To fund unforeseen expenditure requirements or unanticipated revenue fluctuations.
- Reduction or avoidance of debt. If there is short-term debt within the fund the surplus may be applied to reduce or eliminate the debt if financial analysis proves this to be advantageous for the Town. If a borrowing is scheduled, the surplus may be used to reduce the principal amount the Town needs to obtain if financial analysis proves this to be advantageous for the Town.
- Applied to a replacement program. Surplus funds may be used to supplement or enhance a capital replacement program such as vehicle, personal computer, or heavy equipment replacement, or any other capital replacement program initiated by the Town.
- One-time capital needs. Since a surplus does not represent a recurring source of revenue it should not be used to fund a recurring expense; however, if a one-time capital expenditure has been identified, the surplus may be appropriated for this use.
- To take advantage of opportunities that would have a positive economic impact for the Town of East Hampton. This may include, but not limited to, land acquisition and land development rights.
- Tax, fee, or rate stabilization. Surplus funds may be designated for stabilization in order to avoid raising taxes, fees, or rates related to the fund in subsequent years.

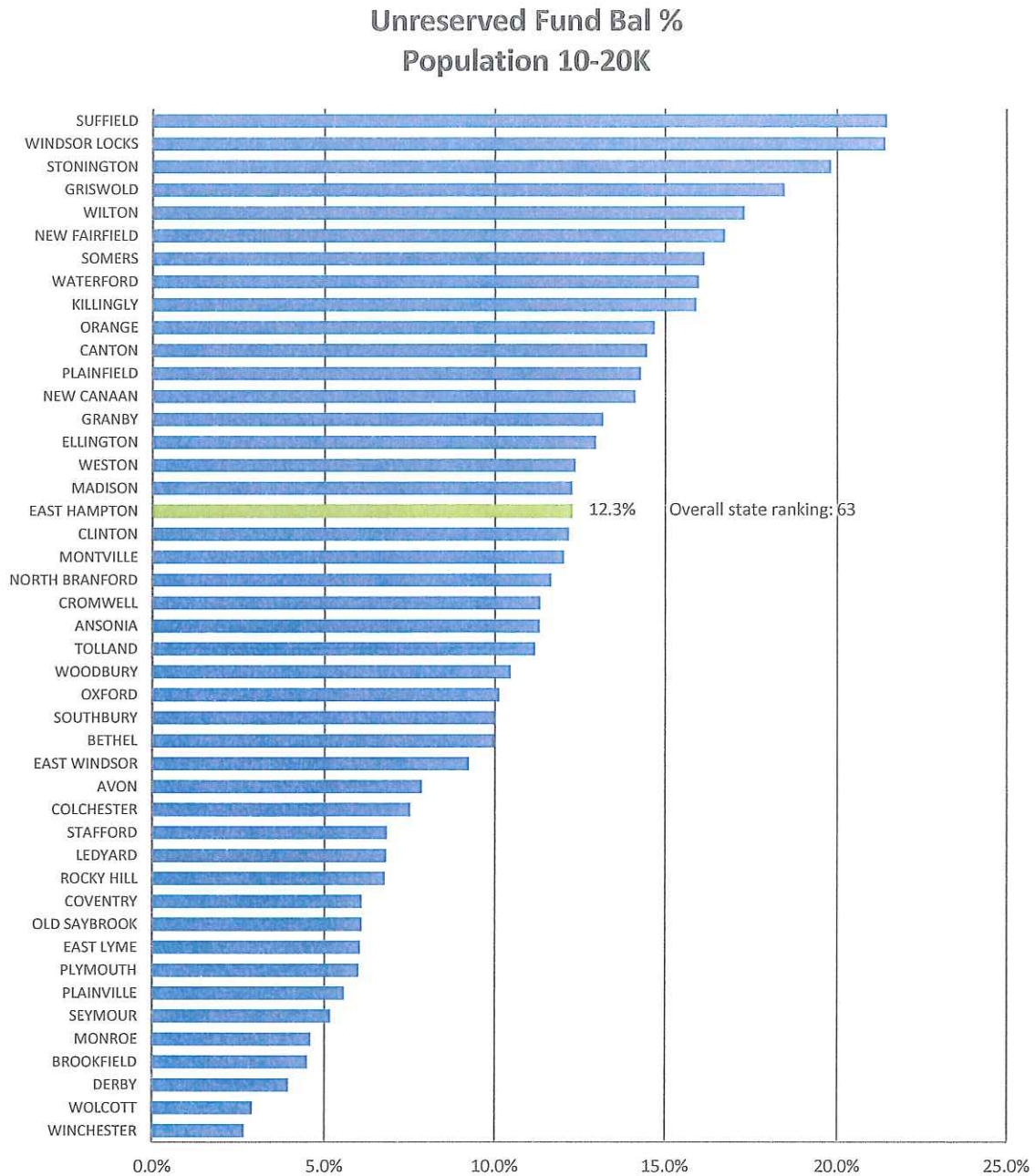
### Shortfall:

If it is determined there is a shortfall (an amount below the lower limit of the unrestricted fund balance range), the fund balance is to be rebuilt through the following mechanisms.

- An appropriation during the next annual budget process of at least 20% of the shortfall until the lower limit has been reached. If this is financially infeasible, a written plan shall be forwarded by the Town Manager to the Board of Finance for approval in order to restore the unrestricted fund balance to an amount within the range within a reasonable time frame. This plan may require reduction of services, increases in taxes, fees, or rates, or some combination thereof.



Town of East Hampton  
Unreserved Fund Balance Comparison FYE 2009



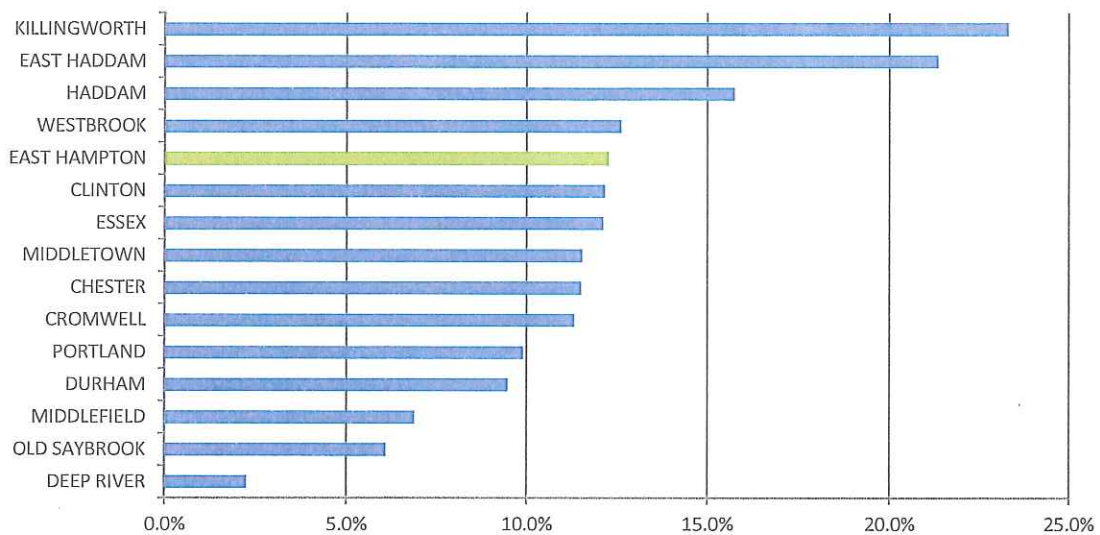
Analytical Characterization of Ratios (Standard & Poor's)

Available Fund Balance

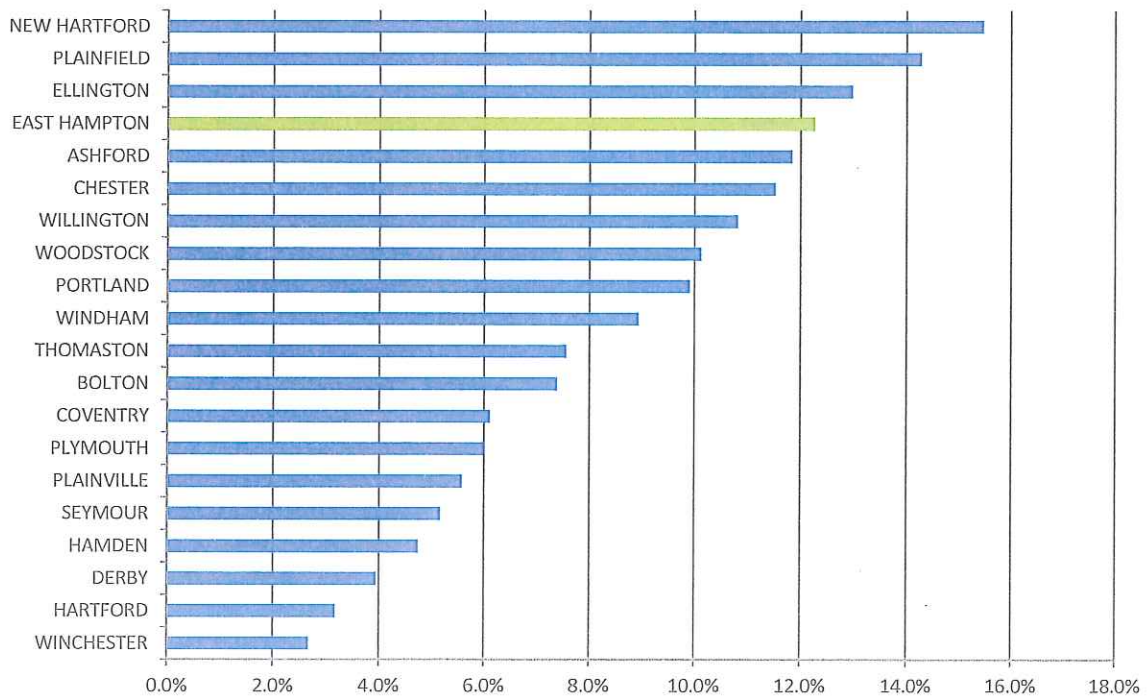
|             |           |
|-------------|-----------|
| Low         | Below 0%  |
| Adequate    | 1% - 4%   |
| Good        | 4% - 8%   |
| Strong      | 8% - 15%  |
| Very Strong | Above 15% |

**Town of East Hampton**  
**Unreserved Fund Balance Comparison FYE 2009**

**Unreserved Fund Balance  
Middlesex County**



**Unreserved Fund Balance  
Aa3 Rated Communities**





**TOWN OF EAST HAMPTON  
AGENDA REPORT**

Item to be presented by: Frank Grzyb  
Facilities Manager

DATE: August 4, 2011

SUBJECT: SENIOR CENTER--ADDITION & RENOVATION  
105 Main Street; East Hampton, CT

DEPARTMENT: Facilities

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RECOMMENDED ACTION

None required.

PROJECT UPDATE

Foundation work continues and will be completed by Early next week after some delays due to a layer of organic soil 6'-8' down from the surface in a 1'-2' thickness. The organic soil was removed and replaced with suitable material. The Seniors have moved out, and demolition work in the existing building is complete. Interior wall construction and electrical work has started.

ALTERNATIVE ACTIONS

Other direction as determined by the Town Council.

FISCAL IMPACT

None.

TOWN OF EAST HAMPTON  
AGENDA REPORT

Item to be presented by: Jeff Jylkka

DATE: August 9, 2011

SUBJECT: FY 2012 Road Improvement Bond/Appropriation Authorization and Town Meeting Date Authorization

DEPARTMENT: Finance

RECOMMENDED ACTION

Staff recommends that Town Council approve the attached resolution in order to appropriate and bond for the costs associated with the FY 2012 Road Improvement projects and set a town meeting date for same.

BACKGROUND

The project is to include the improvements described in the document entitled "Town of East Hampton, CT, Fiscal Year 2012 Four-Year Road Improvement Program, as adopted by the Town Council on June 14, 2011," a copy of which has been placed on file in the office of the Town Clerk. (Attached)

The Board of Finance at their July 18<sup>th</sup>, 2011 meeting unanimously approved the appropriation and bonding authorization.

ALTERNATIVE ACTIONS

None

FISCAL IMPACT

|                            |             |
|----------------------------|-------------|
| Project Costs              | \$3,228,300 |
| Financing & Issuance Costs | \$86,700    |
| TOTAL                      | \$3,315,000 |

See attached for additional information.

Town of East Hampton, CT

Fiscal Year 2012 Four-Year Road Improvement Program

As Adopted by the Town Council on June 14, 2011



Town of East Hampton  
Fiscal Year 2012 Road Improvement List

| Road Name            | From             | To           | Length | Year 1      | Year 2 | Year 3 | Year 4 | Treatment          | Cost      | Running Total |
|----------------------|------------------|--------------|--------|-------------|--------|--------|--------|--------------------|-----------|---------------|
| LONG HILL RD NO      | Route 151        | Route 66     | 0.84   | 0.84        |        |        |        | Full Depth Reclaim | \$184,800 | \$184,800     |
| OLD CHESTNUT HILL RD | Chestnut Hill Rd | Route 196    | 0.72   | 0.72        |        |        |        | Full Depth Reclaim | \$158,400 | \$343,200     |
| SMITH ST             | Route 16         | Walnut Ave   | 0.91   | 0.91        |        |        |        | Overlay            | \$91,000  | \$434,200     |
| KNOWLES RD           | Route 151        | End          | 0.09   | 0.09        |        |        |        | Overlay            | \$9,000   | \$443,200     |
| BLACKSMITH HILL RD   | Route 151        | End          | 0.31   | 0.31        |        |        |        | Overlay            | \$31,000  | \$474,200     |
| SHAD ROW             | Knowles Rd       | Knowles Rd   | 0.08   | 0.08        |        |        |        | Overlay            | \$8,000   | \$482,200     |
| SHIPYARD RD          | Route 151        | End          | 0.33   | 0.33        |        |        |        | Overlay            | \$33,000  | \$515,200     |
| BATES DR             | Route 151        | End          | 0.15   | 0.15        |        |        |        | Overlay            | \$15,000  | \$530,200     |
| COUNTRY LA           | White Birch Rd   | Berkshire Dr | 0.41   | 0.41        |        |        |        | Full Depth Reclaim | \$90,200  | \$620,400     |
| GLENWOOD DR          | Crestwood Dr.    | End          | 0.13   | 0.13        |        |        |        | Overlay            | \$13,000  | \$633,400     |
| CRESTWOOD DR         | Brewer Rd        | Chapman Rd   | 0.45   | 0.45        |        |        |        | Full Depth Reclaim | \$99,000  | \$732,400     |
| BIRCHWOOD RD         | Brewer Rd        | Elmwood Dr.  | 0.26   | 0.26        |        |        |        | Overlay            | \$26,000  | \$758,400     |
| FERNWOOD DR          | Brewer Rd        | Chapman Rd   | 0.44   | 0.44        |        |        |        | Full Depth Reclaim | \$96,800  | \$855,200     |
| <b>Yearly Totals</b> |                  |              |        | <b>5.12</b> |        |        |        |                    |           |               |

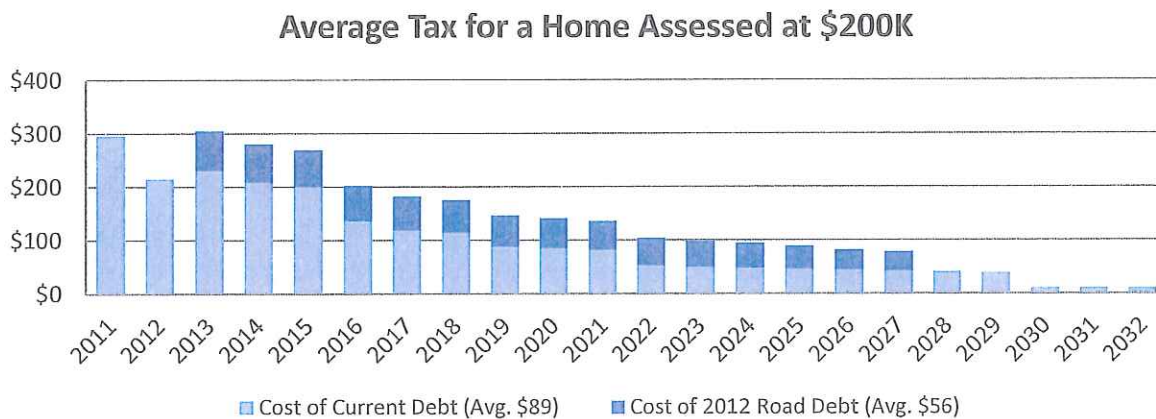
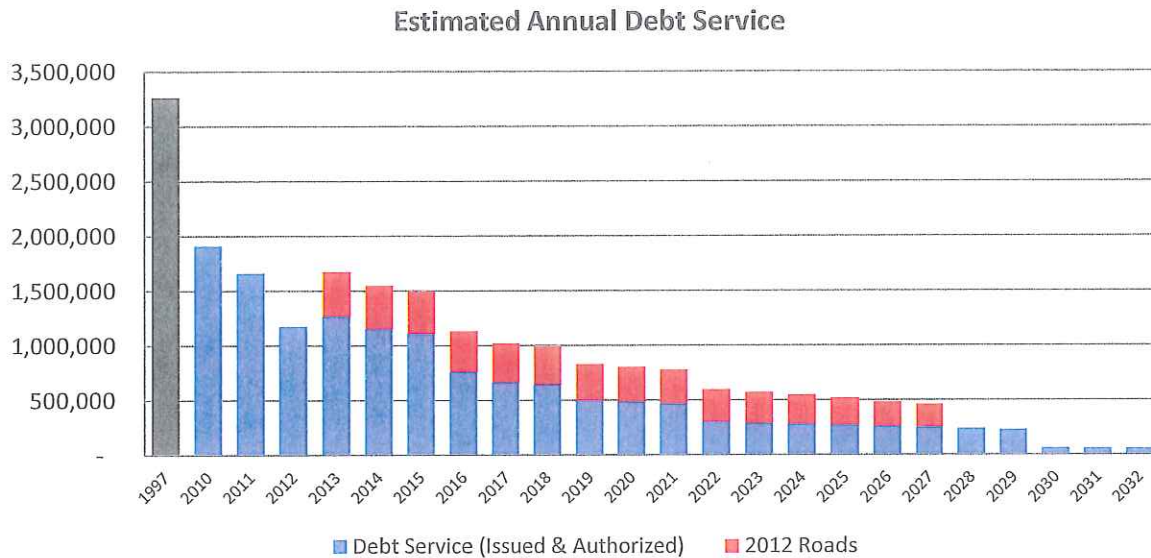
| Road Name            | From                | To               | Length | Year 1 | Year 2     | Year 3 | Year 4 | Treatment          | Cost             | Running Total |
|----------------------|---------------------|------------------|--------|--------|------------|--------|--------|--------------------|------------------|---------------|
| ALDEN'S CROSSING RD  | Route 16            | Long Crossing Rd | 0.19   |        | 0.19       |        |        | Full Depth Reclaim | \$43,890         | \$43,890      |
| LONG CROSSING RD     | Route 66            | End              | 0.65   |        | 0.65       |        |        | Full Depth Reclaim | \$150,150        | \$1,049,240   |
| HOG HILL RD          | Route 151           | Terp Rd          | 1.9    |        | 1.9        |        |        | Full Depth Reclaim | \$438,900        | \$1,488,140   |
| BROWNING DR          | Route 66            | Byron Rd         | 0.12   |        | 0.12       |        |        | Overlay            | \$13,200         | \$1,501,340   |
| WHITTIER RD          | Mark Twain Dr.      | Browning Dr.     | 0.23   |        | 0.23       |        |        | Overlay            | \$25,300         | \$1,526,640   |
| WORDSWORTH RD        | Mark Twain Dr.      | Browning Dr.     | 0.05   |        | 0.05       |        |        | Overlay            | \$5,500          | \$1,532,140   |
| MARK TWAIN DR        | Old Marlborough Rd. | Hawthorne Rd.    | 0.17   |        | 0.17       |        |        | Overlay            | \$18,700         | \$1,550,840   |
| CHAUCER RD           | Stevenson Rd.       | Emerson rd.      | 0.09   |        | 0.09       |        |        | Overlay            | \$9,900          | \$1,560,740   |
| HAWTHORNE RD         | Emerson Rd.         | Park Rd.         | 0.08   |        | 0.08       |        |        | Overlay            | \$8,800          | \$1,569,540   |
| EMERSON RD           | Old Marlborough Rd. | Hawthorne Rd.    | 0.18   |        | 0.18       |        |        | Overlay            | \$19,800         | \$1,589,340   |
| BARRIE RD            | Stevenson Rd.       | Emerson rd.      | 0.07   |        | 0.07       |        |        | Overlay            | \$7,700          | \$1,597,040   |
| STEVENSON RD         | Bryant Rd.          | End              | 0.12   |        | 0.12       |        |        | Overlay            | \$13,200         | \$1,610,240   |
| BRYANT RD            | Stevenson Rd.       | Emerson rd.      | 0.12   |        | 0.12       |        |        | Overlay            | \$13,200         | \$1,623,440   |
| LAKE DR              | Mott Hill Rd        | White Birch Rd   | 0.93   |        | 0.93       |        |        | Full Depth Reclaim | \$214,830        | \$1,838,270   |
| <b>Yearly Totals</b> |                     |                  |        |        | <b>4.9</b> |        |        |                    | <b>\$983,070</b> |               |

| Road Name              | From                 | To          | Length | Year 1 | Year 2 | Year 3      | Year 4 | Treatment          | Cost             | Running Total |
|------------------------|----------------------|-------------|--------|--------|--------|-------------|--------|--------------------|------------------|---------------|
| NORTH MAPLE ST         | Route 66             | End         | 0.62   |        |        | 0.62        |        | Overlay            | \$68,200         | \$1,906,470   |
| HURD PARK RD           | Hurd Park            | Town Line   | 0.69   |        |        | 0.69        |        | Full Depth Reclaim | \$166,980        | \$2,073,450   |
| HOG HILL RD            | Terp Rd              | Route 16    | 0.84   |        |        | 0.84        |        | Overlay            | \$92,400         | \$2,165,850   |
| CANDLEWOOD DR          | Lake Dr.             | End         | 0.16   |        |        | 0.16        |        | Overlay            | \$17,600         | \$2,183,450   |
| SOUTH MAIN ST          | Wopowog Rd           | Route 16    | 0.69   |        |        | 0.69        |        | Overlay            | \$75,900         | \$2,259,350   |
| CHEROKEE TR            | Wangonk Tr.          | Namonee Tr. | 0.05   |        |        | 0.05        |        | Overlay            | \$5,500          | \$2,264,850   |
| SEMINOLE TR            | Wangonk Tr.          | Lake Dr.    | 0.15   |        |        | 0.15        |        | Overlay            | \$16,500         | \$2,281,350   |
| MOHICAN TR             | Wangonk Tr.          | Lake Dr.    | 0.13   |        |        | 0.13        |        | Overlay            | \$14,300         | \$2,295,650   |
| NAMONEE TR             | Wangonk Tr.          | Mohawk Tr.  | 0.26   |        |        | 0.26        |        | Overlay            | \$28,600         | \$2,324,250   |
| SOUTH WANGONK TR       | Wangonk Tr.          | End         | 0.11   |        |        | 0.11        |        | Overlay            | \$12,100         | \$2,336,350   |
| WANGONK TR             | Mohican Tr.          | Namonee Tr. | 0.25   |        |        | 0.25        |        | Overlay            | \$27,500         | \$2,363,850   |
| MINNETONKA TR          | Wangonk Tr.          | Namonee Tr. | 0.1    |        |        | 0.1         |        | Overlay            | \$11,000         | \$2,374,850   |
| MOHAWK TR              | Wangonk Tr.          | Lake Dr.    | 0.17   |        |        | 0.17        |        | Overlay            | \$18,700         | \$2,393,550   |
| NAVAJO TR              | Namonee Tr.          | End         | 0.09   |        |        | 0.09        |        | Overlay            | \$9,900          | \$2,403,450   |
| PRINCESS POCOTOPAUG TR | Route 66             | Namonee Tr. | 0.15   |        |        | 0.15        |        | Overlay            | \$16,500         | \$2,419,950   |
| SEQUONIA TR            | Namonee Tr.          | Namonee Tr. | 0.08   |        |        | 0.08        |        | Overlay            | \$8,800          | \$2,428,750   |
| TERP RD                | Hog Hill Rd.         | End         | 0.49   |        |        | 0.49        |        | Overlay            | \$53,900         | \$2,482,650   |
| BAY RD                 | Spellman's Point Rd. | End         | 0.38   |        |        | 0.38        |        | Overlay            | \$41,800         | \$2,524,450   |
| <b>Yearly Totals</b>   |                      |             |        |        |        | <b>5.41</b> |        |                    | <b>\$686,180</b> |               |

Town of East Hampton  
Fiscal Year 2012 Road Improvement List

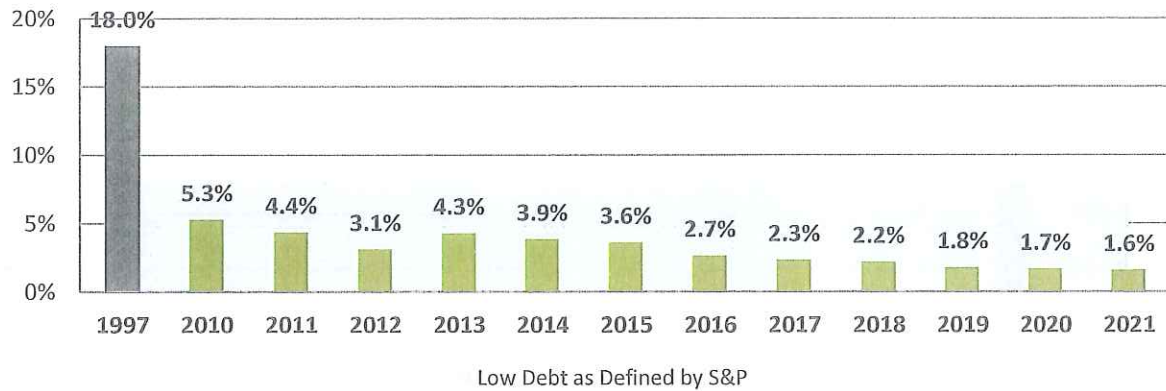
| Road Name           | From           | To             | Length | Year 1 | Year 2 | Year 3 | Year 4      | Treatment          | Cost             | Running Total |
|---------------------|----------------|----------------|--------|--------|--------|--------|-------------|--------------------|------------------|---------------|
| SPELLMAN'S POINT RD | Lake Dr.       | Bay Rd         | 0.4    |        |        |        | 0.4         | Full Depth Reclaim | \$102,000        | \$2,626,450   |
| COLLIE BROOK RD     | Wopowog Rd     | Tartia Rd.     | 1.35   |        |        |        | 1.35        | Full Depth Reclaim | \$344,250        | \$2,970,700   |
| CRESCENT ST         | Barton Hill Rd | End            | 0.17   |        |        |        | 0.17        | Overlay            | \$19,550         | \$2,990,250   |
| LAKE BLVD           | Woodland St.   | North Main St. | 0.16   |        |        |        | 0.16        | Overlay            | \$18,400         | \$3,008,650   |
| ELLIS RD            | Barbara Ave.   | End            | 0.07   |        |        |        | 0.07        | Overlay            | \$8,050          | \$3,016,700   |
| BELLEVUE ST         | Barbara Ave.   | Lake Blvd.     | 0.07   |        |        |        | 0.07        | Overlay            | \$8,050          | \$3,024,750   |
| BOBBYS RD           | North Main St. | End            | 0.08   |        |        |        | 0.08        | Overlay            | \$9,200          | \$3,033,950   |
| BARBARA AV          | North Main St. | Ellis Rd       | 0.18   |        |        |        | 0.18        | Overlay            | \$20,700         | \$3,054,650   |
| MYRTLE RD           | Barbara Ave.   | End            | 0.09   |        |        |        | 0.09        | Overlay            | \$10,350         | \$3,065,000   |
| WOODLAND ST         | Barbara Ave.   | End            | 0.08   |        |        |        | 0.08        | Overlay            | \$9,200          | \$3,074,200   |
| KEIGHLEY POND RD    | Route 151      | Route 66       | 0.45   |        |        |        | 0.45        | Overlay            | \$51,750         | \$3,125,950   |
| DEPOT HILL RD       | Route 66       | Gadpouch Rd    | 0.89   |        |        |        | 0.89        | Overlay            | \$102,350        | \$3,228,300   |
|                     |                |                |        |        |        |        | <b>3.99</b> |                    | <b>\$703,350</b> |               |

**TOWN OF EAST HAMPTON**  
**2012 ROAD IMPROVEMENT PROJECT DEBT IMPACT ANALYSIS**

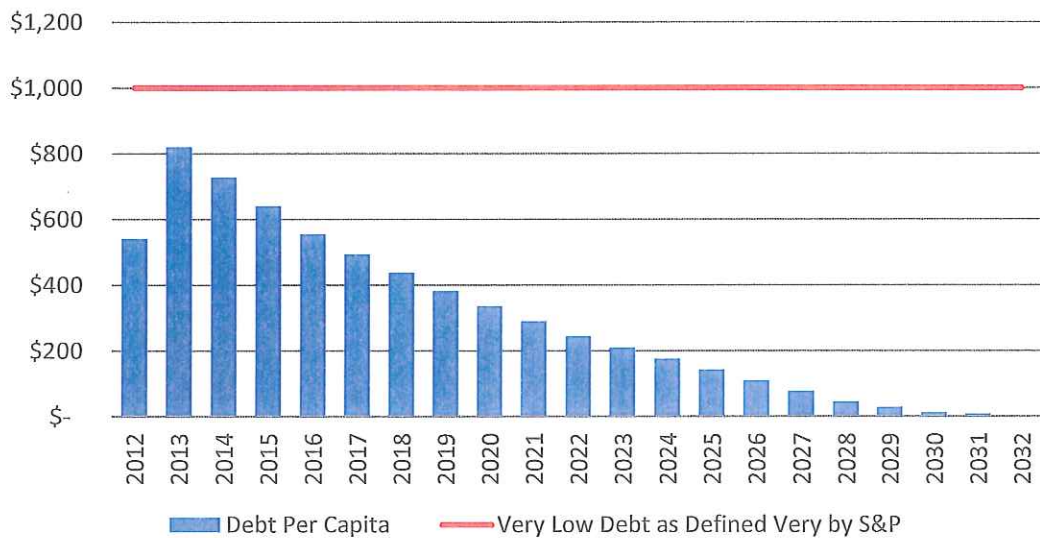




### Debt to Total Budget (Estimate)



### Net Debt Per Capita



#### Assumptions:

Road Bond Issue \$3.315M

Rate of Interest 5.5%

Annual Grand List Growth 0.50%

Annual Budget Growth 3.0%

7/18/2011

Prepared by: Jeff Jylkka

RESOLUTION OF TOWN COUNCIL

Item \_\_\_\_ (Fiscal Year 2012 Four-Year Road Program):

M introduced the following resolution, which was  
seconded by M :

RESOLVED, that the Town Council recommends that the Town of East Hampton appropriate \$3,315,000 for costs in connection with various road preservation, repair and rehabilitation work including but not limited to crack and chip sealing, overlay, and full depth reclamation and overlay, and in connection with the financing of the project; and that the Town issue bonds, notes or temporary notes in an amount not to exceed \$3,315,000 to finance the appropriation. The project is contemplated to include the improvements described in the document entitled "Town of East Hampton, CT, Fiscal Year 2012 Four-Year Road Improvement Program, As Adopted by the Town Council on June 14, 2011," a copy of which has been placed on file in the office of the Town Clerk, and improvements to such other roads as may be determined from time-to-time by the Town Council. The appropriation may be spent for design, construction, materials, equipment, engineering and other consultant fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

FURTHER RESOLVED, that the Town Council hereby authorizes the Chairman of the Town Council to call a Special Town Meeting to be held the 13<sup>th</sup> day of September, 2011 in the Town Hall Meeting Room at the East Hampton Town Hall, 20 East High Street, in East Hampton, at 6:00 p.m., to act upon a resolution regarding the foregoing recommendations.

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RESOLUTION OF TOWN COUNCIL

Item \_\_\_\_ (Fiscal Year 2012 Four-Year Road Program):

M introduced the following resolution, which was  
seconded by M :

RESOLVED, that the Town Council recommends that the Town of East Hampton appropriate \$3,315,000 for costs in connection with various road preservation, repair and rehabilitation work including but not limited to crack and chip sealing, overlay, and full depth reclamation and overlay, and in connection with the financing of the project; and that the Town issue bonds, notes or temporary notes in an amount not to exceed \$3,315,000 to finance the appropriation. The project is contemplated to include the improvements described in the document entitled "Town of East Hampton, CT, Fiscal Year 2012 Four-Year Road Improvement Program, As Adopted by the Town Council on June 14, 2011," a copy of which has been placed on file in the office of the Town Clerk, and improvements to such other roads as may be determined from time-to-time by the Town Council. The appropriation may be spent for design, construction, materials, equipment, engineering and other consultant fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing.

FURTHER RESOLVED, that the Town Council hereby authorizes the Chairman of the Town Council to call a Special Town Meeting to be held the 19<sup>th</sup> day of September, 2011 in the Auditorium at the East Hampton High School, 15 North Maple Street, in East Hampton, at 7:00 p.m., to act upon a resolution regarding the foregoing recommendations.

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## TOWN OF EAST HAMPTON AGENDA REPORT

Item to be presented by: Keith Hayden

DATE: August 9, 2011  
SUBJECT: Rear Mounted Truck Material Conveyor bid.  
DEPARTMENT: Public Works

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### RECOMMENDED ACTION

It is recommended that the purchase contract be awarded to the lowest qualified bidder that meets the bid specifications as determined at the August 9, 2011 bid opening.

### BACKGROUND

The Town solicited for bids for a Rear Mounted Truck Material Conveyor.

This material conveyor will be used primarily to deposit asphalt material from a dump truck into the curbing machine. The existing conveyor (approximately 20+ years old) is a screw type and due to the abrasive nature of the asphalt the screw diameter has been reduced by wear and the conveyor no longer works properly.

The material conveyor that we are purchasing is versatile and can also be used with granular materials and will be used to backfill curbs with topsoil, fill sand bags and backfill trenches with gravel.

### ALTERNATIVE ACTIONS

None

### FISCAL IMPACT

\$15,000 was in this year's budget for the purchase of the material conveyor.

# TOWN OF EAST HAMPTON AGENDA REPORT

Item to be presented by: Frank Grzyb  
Facilities Manager

DATE: July 25, 2011

SUBJECT: HIGH SCHOOL—TENNIS COURT CRACK REPAIRS  
15 North Maple Street; East Hampton, CT

DEPARTMENT: Facilities

## RECOMMENDED ACTION

Move to award the contract for the above-mentioned project to the second bidder, Vermont Recreational, for their bid in the amount of \$11,976. Vermont Recreational has completed a similar project for the Town at the High School and Sears Park tennis courts and performed well.

## BACKGROUND

The Town received four bids for the above-mentioned project (see below). I recommend that the lowest bidder be disqualified due to a negative reference as well as the poor performance we received from this contractor on the original construction of the High School tennis courts.

| COMPANY:              | BASE BID: | ADD<br>ALTERNATE:<br>(per lin.ft.) | DEDUCT<br>ALTERNATE:<br>(per lin.ft.) |
|-----------------------|-----------|------------------------------------|---------------------------------------|
| Dalton Track & Tennis | 10,423.00 | 17.99                              | 17.99                                 |
| VT Recreational       | 11,976.00 | 14.97                              | 14.97                                 |
| Hinding               | 16,000.00 | 20.00                              | 20.00                                 |
| M&M Tennis Court      | 16,650.00 | 20.80                              | 20.80                                 |

## ALTERNATIVE ACTIONS

Other direction as determined by the Town Council.

## FISCAL IMPACT

Project is funded in the Capital Budget.

**TOWN OF EAST HAMPTON  
AGENDA REPORT**

Item to be presented by: Frank Grzyb  
Facilities Manager

DATE: August 5, 2011  
SUBJECT: MEMORIAL SCHOOL—OIL TANK REPLACEMENT  
20 Smith Street; East Hampton, CT  
DEPARTMENT: Facilities

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RECOMMENDED ACTION

Move to award the contract for the above-referenced project to Excavation Technologies Inc. for their bid amount of \$115,775.

BACKGROUND

The Town received two bids for the above-referenced project (see below). The Building Committee met on August 4, 2011 to review the bids and recommend the contract be awarded to Excavation Technologies Inc. in accordance with their bid described above.

|                              |            |
|------------------------------|------------|
| Excavation Technologies Inc. | \$115,775. |
| Lemelin Environmental        | \$146,610. |

ALTERNATIVE ACTIONS

Other direction as determined by the Town Council.

FISCAL IMPACT

Funded in Capital. The sum of \$115,775. is within our budget.



**Nancy Hasselman, CCMC  
Collector of Revenue  
Town of East Hampton**

August 5, 2011

To: The East Hampton Town Council

Please find copies of tax refunds for your review. The total refunds equal \$934.65.

Thank you for your assistance.

*Nancy Hasselman, CCMC*

Nancy Hasselman, CCMC  
Collector of Revenue

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